

**Iowa Department of Natural Resources  
Environmental Protection Commission**

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**ITEM**

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**DECISION**

**TOPIC            Contract - University of Northern Iowa's (UNI) Iowa Waste Reduction Center – Small Business Assistance Program**

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The Department requests Commission approval of a contract amendment in the amount of \$39,690 with University of Northern Iowa's Iowa Waste Reduction Center (IWRC) to continue to allow the Iowa Air Emission Assistance Program (IAEAP) to provide technical assistance to small businesses.

The IAEAP is the technical assistance component of the Small Business Assistance Program. The Small Business Assistance Program is required by Section 507 of the Clean Air Act. The IAEAP assists small businesses with air permitting requirements, emission estimations, and determination of regulatory status and compliance requirements. They also provide small businesses with on-site visitations for compliance and pollution prevention assistance, and information concerning alternative technologies, process changes, procedures and methods of operation that help reduce air pollution.

In June 2007, the Commission approved the original agreement for the period of July 1, 2007 through June 30, 2008. The original agreement was for an amount not to exceed \$461,580.00, to be paid in monthly payments.

By amending the original agreement, UNI will be able to hire an additional, temporary staff member to assist grain elevator owners and operators with completing the DNR's construction permit registrations and application forms. These duties are included in the duties identified under the scope of work (Article VI; 6.21) of the original agreement. This amendment provides for an increase of \$39,690 from the original agreement amount of \$461,580. The amended agreement allows for total payments not to exceed \$501,270 and continues to provide monthly payments. The agreement is funded through Title V air quality permitting fees.

Jim McGraw, Environmental Program Supervisor  
Program Development Section, Air Quality Bureau  
Environmental Services Division

Memo Date: December 17, 2007

**IOWA DEPARTMENT OF NATURAL RESOURCES**

**AGREEMENT NUMBER 2008-7230-01**

**With**

**UNIVERSITY OF NORTHERN IOWA**

**Amendment No. 1**

**Agreement Title:** Small Business Assistance Program Pursuant to Section 507 of the Clean Air Act Amendments of 1990: Iowa Air Emissions Assistance Program (IAEAP)

**Agreement Amount:** **not to exceed \$ 501,270.00**  
Includes the original amount of \$461,580.00, plus an additional amount of \$39,690.00.

**Time of Performance:** July 1, 2007 to June 30, 2008

**Agreement Manager** Christina Iiams  
DNR-Air Quality Bureau  
7900 Hickman Rd, Suite 1  
Urbandale, IA 50322

**Submit Original Invoice and two copies to:** Jim McGraw  
Department of Natural Resources  
Air Quality Bureau  
7900 Hickman Rd, Suite 1  
Urbandale, IA 50032

**Issue Payment to:** University of Northern Iowa  
Attention Cashier  
Office of Business Operations  
Cedar Falls, Iowa 50614-0008  
Federal Employer ID# 42-6004333

The University of Northern Iowa agrees to deliver all supplies and perform all services set forth in the attached Special Conditions for the consideration stated herein. The rights and obligations of the parties to this agreement shall be subject to and governed by the Special Conditions and General Conditions. To the extent of any inconsistency between the Special Conditions or the General Conditions and any specifications or other conditions which are made a part of this agreement, by reference or otherwise, the Special Conditions and General Conditions shall control. To the extent of any inconsistency between the Special Conditions and the General Conditions, the Special Conditions shall control. This agreement contains 13 articles.

IN WITNESS THEREOF, the parties hereto have executed this agreement on the day and year last specified below.

**UNIVERSITY OF NORTHERN IOWA**

By: \_\_\_\_\_  
Edward M. Ebert  
Grants and Contracts Administrator  
Date: \_\_\_\_\_

**DEPARTMENT OF NATURAL RESOURCES**

By: \_\_\_\_\_  
Liz Christiansen  
Deputy Director  
Date: \_\_\_\_\_

This amendment was approved, as required by Subsection 455B.105(6) of the Code of Iowa, by the Environmental Protection Commission on January 15, 2008

## SPECIAL CONDITIONS

Amendment No. 1 allows UNI to hire an additional, temporary staff member to assist country grain elevators with completing the DNR's construction permit registrations and application forms as necessary (identified in Article VI; 6.21). This amendment provides for an increase of \$39,690 from the original agreement amount for this contract term. All other provisions of the original agreement shall remain in effect.

### ARTICLE VIII CONTRACTUAL MONITORING

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**8.10** UNI shall employ one (1) additional full time equivalent (FTE) "professional staff" position under this amendment. "Professional staff" is as defined in Article VIII, 8.7. UNI shall account for the staff member's work time in accordance with the requirements of Article VII, Section 7.5. This one (1) FTE position shall be funded by the DNR only for the remainder of this agreement period (through June 30, 2008).

### ARTICLE XI AGREEMENT PAYMENT SCHEDULE

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**11.2** The agreement total payment shall not exceed \$501,270.00 from July 1, 2007 through June 30, 2008. Payment for each expenditure category designated as "not to exceed" shall not exceed the amounts specified in Article XII.

**11.3** All contracted duties and activities shall be performed regardless of UNI exceeding the total payment amount of \$501,270.00. No further reimbursement shall be available DNR approval.

**11.5** UNI shall not commence the expenditure of the additional funds authorized by this amendment prior to the following:

- a) The amended agreement has been signed by both parties and filed with the Secretary of the State as required by Iowa Code section 28E.8; and
- b) Written notification of the individual hired by UNI to fill this position has been received by the Agreement Manager.

### ARTICLE XII BUDGET

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Category	Totals
Personnel/Benefits <b>not to exceed</b>	\$ 403,011.25
Travel/Training	\$ 22,000.00
Supplies	\$ 8,535.75
Equipment	\$ 0.00
Other (Total)	\$ 11,092.00
PE Contractual	\$ 19,500.00
Indirect Costs	\$ 37,131.00
<b>Total Project Costs not to exceed</b>	<b>\$ 501,270.00</b>